

December 27, 1999

NARA Bulletin 2000-01

TO: Heads of Federal agencies

SUBJECT: Checklist of NARA bulletins

EXPIRATION DATE: September 30, 2000.

1. What is the purpose of this bulletin? This bulletin lists National Archives and Records Administration (NARA) bulletins that are in effect.
2. What are NARA bulletins? NARA bulletins contain guidance about records and information management subjects to help you comply with laws and regulations in these areas. You can find more information about NARA's records and information management regulations in Chapter XII of Title 36 of the Code of Federal Regulations.
3. How can I get more information about NARA bulletins? For more information about specific NARA bulletins, call the Modern Records Programs at 301-713-7110 or send your question to records.mgt@arch2.nara.gov.
4. How do I obtain copies of NARA bulletins?
 - a. Paper copies. We send paper copies of our bulletins to the heads of Federal agencies and to Federal agency records officer. You can obtain additional paper copies at a discount from the Government Printing Office (GPO) by submitting a requisition to the GPO at the beginning of each fiscal year.
 - b. Electronic copies. We post all NARA bulletins on the NARA web site at <http://www.nara.gov/records/index.html>.
5. How do I correct any mistakes in the mailing address? To correct the mailing address for the head of your Federal agency, call 301-713-7360.

JOHN W. CARLIN

Archivist of the United States

The following NARA bulletins remain in effect:

Bulletin Number and Title	Issued	Expires
95-03 Government Information Locator Service	02/16/1995	Unlimited
99-02 Withdrawal of General Records Schedule (GRS) 22, Inspector General Records	12/21/1998	12/31/2000
99-03 Changes in disposition procedures at	02/24/1999	02/28/2001

NARA's records center facilities

99-04 Scheduling electronic copies of program records and administrative records not covered by the General Records Schedules (GRS)	03/25/1999	Suspended by NARA Bulletin 2000-02
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99-05 Disposition of electronic records (NARA Bulletin 98-02)	09/24/1999	10/01/2001
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